

State of Michigan
Department of Civil Service
OFFICE OF TECHNICAL COMPLAINTS
400 South Pine Street, P.O. Box 30002
Lansing, Michigan 48909
FAX (517) 241-7655

**APPOINTING AUTHORITY'S COMMENTS
ON
TECHNICAL CLASSIFICATION COMPLAINT**

Complete this form within ten weekdays of receipt of the letter from the Office of Technical Complaints requesting your comments. Keep a copy of the completed form for your files, send a copy to the employee, and forward the original, signed copy to Civil Service using the above address.

Employee's Name (Last, First, Middle Initial)

The Appointing Authority ☐ Agrees ☐ Disagrees with the employee's arguments.

Comments:

Appointing Authority's Name (Print or Type)

Title

Appointing Authority's Mailing Address (Print or Type)

Signature

Date